

Maryland Army National Guard

FIELD GRADE POSITION VACANCY ANNOUNCEMENT

OPENING DATE 1-Oct-11 CLOSING DATE 31-Oct-11 BOARD DATE (TO BE DETERMINED)

POSITION TITLE: Squadron Executive Officer PARA/LIN: 101 / 02 AOC/SSI/FA/MOS: 02B00

HIGHEST GRADE AUTHORIZED: Major (O4) BRANCH: IN

ORGANIZATION & LOCATION: HHT, 1-158th CAV
LTC Leslie Medford Armory
18 Willow Street
Annapolis, Maryland 21401

WHO MAY APPLY: **Open to current members of the Maryland Army National Guard in the rank of O4.**

DESCRIPTION OF DUTIES: Second in command of a light cavalry squadron with an MTOE strength of 330 Soldiers and principle assistant to the Squadron Commander. His primary function is to direct and coordinate the staff. He transmits the commander's decisions to staff sections and, in the name of the commander, to subordinate units when applicable. The Executive Officer keeps abreast of the current situation and future plans, and during the commander's absence, represents him and directs action in accordance with established policy. He is prepared to assume command at any time. During preparation, planning, and recovery phases, he coordinates CSS. During the battle, he is normally located in the tactical operations center.

REQUIRED QUALIFICATIONS: Must be a graduate of Infantry/Armor or Maneuver Captains Career Course. ILE graduate preferred. Must hold a secret clearance. Must meet the physical requirements of AR 350-15, AR 600-9 and AR 40-501. Applicant must not be currently under suspension of favorable personnel actions. Must be in grade MAJ (O4) or eligible for MAJ by time in grade.

SPECIAL INFORMATION

Position is gender-restricted to male officers. Position AOC is 02B00 (INFANTRY or ARMOR Officer). Assignment limitations of NGR 600-100 apply.

APPLICATION PROCEDURES

Forward the documents listed below to:

HQ, 1-158th CAV, 58th BfSB
LTC Leslie Medford Armory
ATTN: S1, CPT Michael Bandzwolek
18 Willow Street
Annapolis, Maryland 21401

1. Military Resume (Biographical Summary) in accordance with format in Appendix H NGR 600-100 (Officer applicants only).
2. Three most current available OERs/NCOERs.
3. DA Form 2-1
4. Personnel Qualifications Record (PQR) printed from UPS.
5. DA Form 705 (APFT Scorecard) within 12 months of the board date. A physical profile may be submitted in lieu of APFT record.
6. Height-Weight Statements within 6 months of the board date. DA Form 5500-R/5501-R must be included if soldier exceeds authorized screening table weight of AR 600-9.
7. Optional applicant memorandum to provide additional information to the president of the selection board not contained in the above listed documents.

All applications will be screened without regard to ethnicity, religion, gender or national origin. Selection will be made the basis of military education, skills and individual experience.

Questions concerning this position vacancy announcement should be directed to:

CPT MICHAEL BANDZWOLEK Commercial: (410) / 974-7400 ext. 2052 E-Mail: michael.bandzwolek@us.army.mil